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DDP 8039-99
24 November 1959

Special Cont to the DD/P

MEMORANDUM FOR : The Cable Secretariat

SUBJECT : Mission and Functions, Development Projects Division

1. At the request of the Special Assistant to the Deputy Director (Plans), this paper has been written to provide the ~~Cable Secretariat~~ with an outline of the functions and mission of the Development Projects Division. ~~A proposed CSI is being written, but pending approval and publication, this review is forwarded to be used as a guide by cable analysts in determining what correspondence will be of interest to Development Projects Division.~~

2. MISSION. Development Projects Division is charged with advising the Deputy Director (Plans) on technical matters concerned with Air Operations; with supporting DD/P area division operations by providing equipment, guidance, and services; with conducting, wherever appropriate, necessary liaison with the military services and other governmental agencies; for conducting research and development in the field of aircraft and aircraft sub-systems. Development Projects Division is also charged with monitoring on behalf of the DD/P the development and progress of space exploration. Electronic and photo intelligence, insofar as they are connected with clandestine air activities, also come within the cognizance of Development Projects Division.

3. FUNCTIONS. Development Projects Division:

(a) Has responsibility and authority for the technical management of the Agency's air assets, covering such matters as personnel, finance, maintenance of equipment, arranging for the provision of logistic support, and for operational procedures including those relating to flight safety, proficiency of personnel, flight planning, and communications procedures.

(b) Has authority, and as necessary arranges for, overseas air operations conducted for normal training purposes.

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(c) Exercises appropriate Headquarters control over air transport operations subject to the requirements of area divisions.

(d) Controls reconnaissance operations performed with Agency assets pursuant to the National Intelligence requirements.

(e) Reviews, on technical grounds alone, plans for [redacted] to the extent that such operations plans are submitted to Headquarters for review.

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4. ORGANIZATION. The Development Projects Division is made up of the following branches: Operations, Administration, Material, Development, and Contracts. In addition to the Headquarters components, Development Projects Division is also charged with the management of the [redacted]

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*and
air support*
[redacted] A domestic unit located at Eglin Air Force Base, Florida, is also under the management of Development Projects Division, but this unit, along with some special project units, is serviced by a separate signal center. *A number of special project units are also directed by DPB.*

5. THE OPERATIONS BRANCH. The functions of the Operations Branch are handled by the following sections: Technical Requirements, Air Support, Intelligence, Weather, Communications, and Control Center. This Branch is responsible for the operational readiness status of Agency air assets and units which support Agency and Intelligence Community requirements encompassing tactical and strategic air operations and/or support clandestine missions. It performs the following functions:

(a) Continued training of air crews to meet Agency air requirements.

(b) Deployment of air assets to provide a world wide capability.

(c) Planning all Headquarters directed missions.

(d) Approving field planned missions.

(e) Notification to interested agencies of mission results.

(f) Manning and maintaining a twenty-four hour control center for monitoring air operations.

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(g) Providing weather forecasts and climatological studies in support of air operations.

(h) Conducts liaison with Department of Defense, NSA, and other agencies on air matters.

(i) Establishes operational requirements for aircraft and associated equipment and develops tactics and techniques for clandestine deployment and operation.

(j) Provides air intelligence guidance to area divisions.

(k) Collects, reviews, and distributes data concerning air tactics, techniques, and equipment of interest to the Agency.

(l) Provides Communications/Electronics staff advice and guidance as necessary for operational planning.

(m) Maintains current ACD and NCB data.

(n) Provides Escape and Evasion training.

(o) Maintains channels for liaison coordination with the Department of Defense and other appropriate agencies on air support matters involving operational and technical covert support and special equipment.

(p) Provides operational guidance to commercial air programs when these assets are being used in clandestine missions.

6. MATERIEL BRANCH. This Branch has three sections: Air Maintenance, Supply, and Engineering. It performs the following functions: Acquisition of Government Furnished Equipment (GFE) for use in air projects; handles shipment of required materials for projects under development as well as those in production and on hand; responsible for air frame maintenance of all Agency-owned aircraft. Based upon operational concepts Materiel Branch, through its Engineering Section, is also responsible for determining necessary airfield facilities, utilities, housing, and technical requirements; ascertains the construction capability of the local economy and of the surrounding countryside as well as Department of Defense forces for possible resources to accomplish the required construction tasks; responsible for monitoring and coordinating requirements for modification, distribution, records, and product improvement of assigned aircraft.

7. The Contracts Branch of Development Projects Division is concerned mainly with procurement of materiel for special projects under the management

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of the Division. It negotiates, administers, and terminates, when necessary, contracts having to do with supplies used in air operations. It conducts liaison with the Air Force and the Navy and other governmental agencies on programs of mutual interest.

8. The Development Branch on direction undertakes research and development investigations of aircraft, aircraft sub systems. It evaluates technical proposals in liaison with TSS and CCI, chiefly in the field of electronics, space exploration, and sensory devices such as radar. It is responsible for performing research and development on aircraft power plants, navigational systems, ground handling, and support equipment; conduct whatever liaison with manufacturers and suppliers as is necessary to evaluate proposals or technical data submitted by them on products. The Branch makes continuous studies in the field of reconnaissance sensors including [REDACTED]

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9. THE ADMINISTRATIVE BRANCH. This Branch consists of the following sections: Personnel, Security, Cover, Travel, Finance, and Registry. In addition to the normal support functions carried on in these fields, this Branch is also responsible for securing political clearances from the Department of State in connection with clandestine air operations and, where necessary, from foreign governments.

10. In addition to the branches described above, there is a Special Requirements Staff which has the responsibility of examining all Agency air programs and missions to determine if the requirement is valid. In addition, the Chief of this Staff also acts as the Chairman of the ~~Ad Hoc Requirements Committee~~ ^{COMADP} which is made up of all elements of the Intelligence Community ~~concerned with air activities~~.

11. Basically, there are four major types of air activities in which Development Projects Division is interested:

(a) Reconnaissance: Including photo reconnaissance, ferret missions, air sampling, and other more specialized sensing techniques.

(b) Air Transportation: Including both sensitive and non-sensitive bodies and cargo movement in friendly territory.

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(Committee on Overhead Recon)

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(d) Pararmilitary Activities: Including both logistic support and combat action, where the scope of the air activities is substantially greater than that associated with category (c) above.

SIGNED

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Acting Chief, IPD

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